



Policy: 4250
Procedure: 4250.07
Chapter: Community
Contracted Services
Rule: Suicide Prevention

Effective: 04/06/05
Replaces:
Dated:

Purpose:

Any Arizona Department of Juvenile Corrections (ADJC) employee or employee of a contract service provider who believes that an ADJC juvenile with whom they have contact may pose a serious and/or immediate threat to him/herself shall ensure that the juvenile receives appropriate emergency mental health intervention.

Rules:

1. In order to assist in the juvenile's transition to a contracted service in the community, the **SECURE FACILITY YOUTH PROGRAM OFFICER III (YPO III)** shall communicate a juvenile's most current suicide risk level or standard supervision status and the juvenile's suicide history to both the juvenile's Parole Officer and to the community contractor:
 - a. During the juvenile's Transition staffing; and
 - b. Upon release from an ADJC secure facility.
2. If a juvenile is transitioned to a contracted service in the community while s/he is on suicide status, the community contractor shall place the juvenile on a suicide status that is consistent with:
 - a. The suicide level the juvenile was on when s/he left secure care; and
 - b. The policies of the contracted service.
3. In the event of a juvenile posing a risk to him/herself while receiving contracted services in the community:
 - a. Any **COMMUNITY CONTRACTOR'S EMPLOYEE WITH KNOWLEDGE OF THE JUVENILE'S RISK TO HIM/HERSELF** shall immediately notify:
 - i. 911 if the juvenile is in need of medical attention;
 - ii. A mobile crisis intervention unit in the contract agency's area;
 - iii. The contract agency's qualified mental health professional and/or supervisor;
 - iv. The juvenile's ADJC Parole Officer or the On-Call Community Corrections Administrator if the Parole Officer is unavailable. The **CALLER** can reach the Community Corrections Administrator by calling:
 - (1) Monday through Friday, 8 a.m. to 5:00 p.m. (602)542-4157;
 - (2) After hours, weekends, and holidays (623)869-9050 extension 4280. Ask the Adobe Mountain School Dispatch Officer to connect you with the Community On-Call Administrator.
 - b. The **CONTRACTOR'S EMPLOYEE** shall:
 - i. Ensure the juvenile remains under physical observation until a mental health evaluation is conducted;
 - ii. Call local law enforcement if the juvenile refuses to remain on site.
 - c. Following the arrival of back-up personnel, the **CONTRACTOR'S EMPLOYEE** shall:
 - i. Inform the following persons of the juvenile's risk to him/herself:
 - (1) Juvenile's parent/legal guardian;
 - (2) Representative(s) of other agencies, public or private, that provide services to the juvenile or his/her family, i.e., Child Protective Services (CPS), Department of Economic Security (DES), outside therapists, etc.
 - d. The **CONTRACTOR'S EMPLOYEE** shall ensure the juvenile receives an emergency mental health evaluation within four hours of becoming aware of the juvenile's condition. The

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- i. A mobile crisis intervention unit in their area;
- ii. Call 911 for local law enforcement response.
- e. After determining the mental health status of the juvenile, the **CONTRACTOR'S EMPLOYEE** shall ensure the juvenile receives necessary resources as determined by the evaluation;
- f. The **CONTRACTOR'S EMPLOYEE** shall ensure the necessary documentation is completed by:
 - i. Documenting all events and significant activities;
 - ii. Completing an incident report and any significant incident report notifications;
 - iii. Making verbal notification to the Community Services unit at (602) 543-4257 within one hour following the incident.
- g. The **PAROLE OFFICER** shall ensure:
 - i. On-going monitoring and service delivery is provided to the juvenile and family; and
 - ii. The juvenile's case plan is updated to address the mental health issues of the juvenile.

Critical Incident Follow Up: In the event of a life threatening suicide attempt or completed suicide by a juvenile the **CONTRACTOR'S EMPLOYEE** shall:

- a. Immediately notify local area law enforcement authorities;
- b. Contact their supervisor;
- c. Contact the DJC Community Corrections Program Administrator (623) 869-9050 Ext 4280 and ask the dispatch officer to connect you with the Community Corrections Program Administrator who shall:
 - i. Ensure the Mortality Review Process occurs within the correct time frames according to Procedure 4250.03, Suicide Prevention Mortality Review Process;
 - ii. Notify the ADJC Procurement Administrator.

Family Engagement: In the event of a crisis situation or critical incident with a juvenile in the community, the **ADJC FAMILY SERVICES EMPLOYEES, COMMUNITY CHAPLAIN, OR PAROLE OFFICER(S)** shall be available in person to support the juvenile's family during the following activities:

- a. Upon notification of the crisis situation or completed suicide;
- b. Admission to the hospital;
- c. Follow-up referrals including grief counseling.

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